



## Information note

International Telecommunication Union (ITU)

Title	Fundamentals on e-waste policy and the role of producers
Dates	05/11/2024 – 08/11/2024
Location	Bangkok, Thailand

### 1. TRAINING COURSE VENUE

The training will take place at the ITU Regional Office for Asia and the Pacific

NBTC Region 1 Building, Chaengwattana Soi 5

101 Chaengwattana Road, Laksi, Bangkok

The address on Google Maps: <https://goo.gl/maps/89kWouGusLDxqeHZ9>

### 2. DETAILS OF ARRIVAL AND LOCAL TRANSPORT

Participants should make their own transportation arrangements from Suvarnabhumi Airport to the pre-booked hotel. Limousine, metered taxi and bus services are readily available at the airport. Detailed information about Suvarnabhumi Airport can be found at [www.airportsuvarnabhumi.com](http://www.airportsuvarnabhumi.com).

Please note that the Don Muang Airport, the former Bangkok International Airport, currently handles domestic flights and some low-cost international flights. For your general information, the following transportation is available from Suvarnabhumi International Airport:

1. Public Meter Taxi is located on 1<sup>st</sup> floor of the Passenger Terminal, Gate 4 and 7. Fare shown on meter, plus Baht 50 surcharge for boarding at the airport.
2. Airport Limousine Service, the limousine service to various destinations in the city, is located at the arrival floor of the airport.
3. Hotel Limousine Services

For instance,

- Toyota Camry: THB 1,850 nett/car/way (maximum of 3 persons with luggage)
- BMW Series 5: THB 2,150 nett/car/way (maximum of 3 persons with luggage)
- Toyota Commuter Van: THB 2,650 nett/van/way (maximum of 7 persons with luggage)

For participants wishing to avail themselves of the limousine and public metered-taxi services indicated above, it is strongly recommended that they approach only the authorized representatives at the counters

located in the airport arrival zone. Upon request, a ticket will be issued for the assignment of either a limousine or a public metered taxi to transport passengers to the desired destination. Participants may access public taxi counters by exiting Gates 4 or 7 of the Passenger Terminal at Suvarnabhumi Airport. In addition to toll fees, there is a 50 baht surcharge to be added to the meter charge from airport to the city.

There are good public transportation facilities at the Suvarnabhumi International Airport, Thailand. For more information, please visit website: <http://www.bangkokairportonline.com/>.

### 3. ONSITE REGISTRATION

Location: ITU Regional Office for Asia and the Pacific

NBTC Region 1 Building, Chaengwattana Soi 5

101 Chaengwattana Road, Laksi, Bangkok

The address on Google Maps: <https://goo.gl/maps/89kWouGusLDxqeHZ9>

Time: 8:30-9:00 am, 5<sup>th</sup> November 2024

### 4. VISA REQUIREMENTS

To enter Thailand, all participants must possess a valid passport or accepted travel document. Participants who require a visa should apply for a visa at a Royal Thai Embassy or a Royal Thai Consulate-General in their respective country well in advance of their departure. For nationals of some countries, it may take up to two weeks for visa processing. As visa requirements change from time to time, please check with your nearest Royal Thai Embassy/Consulate-General for your visa requirements. You are also advised to visit <http://www.mfa.go.th> for more information on visas and travel documents.

In case you need a visa invitation, please contact [xinying.xu@itu.int](mailto:xinying.xu@itu.int) as soon as you are selected for the training.

### 5. ACCOMODATION

ITU will make accomodation arrangements for all selected participants at a hotel close to the training venue. All candidates will be booked in a standard room with a double bed and a desk. Specific information about the accommodation is TBC.

### 6. CURRENCY

The unit of Thai currency is Thai Baht (THB). The exchange rate as of June 25, 2024, is THB 36.6 to 1 USD.<sup>1</sup> Under Thai law, any person who brings or takes an aggregate amount of foreign currency exceeding 20,000 United States dollars or its equivalent into or out of the Kingdom of Thailand shall declare the amount of foreign currency to a Customs Officer. Failure to make such a declaration or making any false declaration to a Customs Officer is a criminal offence.

Currency exchange facilities are available at hotels.

### 7. ELECTRICAL APPLIANCES

The country code of Thailand is +66.

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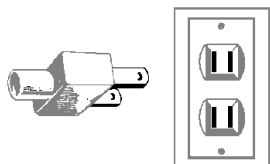
<sup>1</sup>Bank of Thailand <https://www.bot.or.th/english/layouts/application/exchangerate/exchangerate.aspx>

Mobile SIM cards: There are three major cell networks in Thailand, operated by AIS, DTAC and TrueMove. You can easily buy a SIM card in the airport, convenience stores and official retail shops.

For more information about the sim card registration process and requirements please visit the following sites: <https://thailandesim.com/sim-cards/>

The electric supply in Thailand is 220 volts, 50 hertz.

For Thailand, the image below shows the type of main power plug used in Thailand so participants can bring the right adaptor for their electrical appliances. This plug and receptacle are technically known as NEMA 5-15 (North American 15 A/125 V grounded).



## 8. LANGUAGES

The training course will be held in English. English is spoken in most hotels, shops and restaurants as well as in major tourist destinations.

## 9. SECURITY

Stay Informed: Keep up-to-date with local news and any travel advisories.

Be Aware of Scams: Be cautious if approached by strangers offering deals or tours.

Keep Valuables Secure: Use hotel safes and avoid displaying expensive items in public.

Dress Appropriately: Wear clothing that is respectful of local culture and customs when going to tourist attractions.

Information on the foreign diplomatic missions in Bangkok can be found via the link below:

[Diplomatic and Consular List as of April 2024 - กระทรวงการต่างประเทศ \(mfa.go.th\)](https://mfa.go.th)

## 10. MEDICAL AND HEALTH

From 1 October 2022 onward, passengers travelling to Thailand will no longer be required to present COVID-19 related documents such as the certificate of vaccination and COVID19 test result upon arrival in Thailand.

Participants are reminded that it is advisable to obtain travel insurance. Such insurance should cover payment for your medical care in the case of hospitalization as well as the cost of repatriation to your home country if that should become necessary. The Organizers do not take responsibility for any individual, medical, travel or personal insurance. Participants are advised to secure their own insurance policies as necessary.

### Medical Emergency Numbers:

Police & General Emergencies: 191

Tourist Police: 1155 or (+66) 2308-0333

Public Ambulance (Everywhere): 1669

Fire Department: 199

Private Ambulance (Bangkok): 1724 or 1719

Highway Police: 1193

**Nearest Medical Centers:**

Chulabhorn Hospital

Address: 906 Kamphaeng Phet 6 Road, Lak Si, Bangkok 10210

Phone: 1118

Vibhavadi Hospital

Address: 51/3 Ngamwongwan Road, Chatujak Bangkok Thailand 10900

Phone +66(0)2-561-1111

**11. WEATHER**

The weather in Bangkok is usually warm and humid. Light tropical clothing would be appropriate. The study tour and workshop rooms where the meetings are to be held are air-conditioned and the temperature is maintained in the range of 23-24 degrees Celsius (73-75 degrees Fahrenheit).

Average Temperature: 32 / 24°C; 90 / 76°F

Time Zone: UTC/GMT+7, Indochina Time (ICT)

**12. TRAINING COURSE COORDINATION**

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